

FIFE COUNCIL EDUCATION DIRECTORATE

PROPOSAL TO ESTABLISH A NEW STAGE OF EDUCATION WITHIN A SCHOOL – NEW ADDITIONAL SUPPORT CLASS (ASC) WITHIN STRATHALLAN PRIMARY SCHOOL, KIRKCALDY

THE CONSULTATION PROCESS –

The following schools are affected by this Proposal Document:

- Strathallan Primary School

This document has been issued by Fife Council as a proposal paper in terms of the Schools (Consultation) (Scotland) Act 2010.

DISTRIBUTION

A copy of this document is available on the Fife Council website:

<http://www.fife.gov.uk/StrathallanASCestablishment>

A link to this document, published on the website, will be provided to:

- The Parent Council or combined Parent Council of any affected school
- The parents of the pupils at any affected school
- The parents of any children expected by the education authority to attend the affected school within 2 years of the date of publication of the proposal paper.
- The pupils at any affected school (in so far as the education authority considers them to be of suitable age and maturity)
- The staff (teaching and other) at any affected school
- Trade union representatives of the above staff (teaching and other) at any affected school
- The Community Councils for the affected areas, being: Kirkcaldy West
- The Community Planning Partnership for the relevant area
- Any other Community Planning Partnership that the local authority considers relevant
- Any other education authority that the education authority considers relevant
- Any other users of any affected school that the education authority considers relevant
- Elected members for the area (Wards 9 – Burntisland, Kinghorn and Western Kirkcaldy and Ward 10 – Kirkcaldy North)
- MSPs for the area (David Torrance, Claire Baker, Murdo Fraser, Roz McCall, Alex Rowley, Mark Ruskell, Liz Smith and Alexander Stewart)
- The Constituency MP - Melanie Ward.

A copy of this document is also available for inspection at and collection from:

- Main Reception, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT
- The schools affected by the proposal (between 9am and 3pm)
 - Strathallan Primary School, Strathallan Drive, Kirkcaldy KY2 5YP
- Online at <http://www.fife.gov.uk/StrathallanASCestablishment>
- or via email to sustainablechoolestate.enquiries@fife.gov.uk.

This document can be made available, on request, free of charge, in alternative formats, or in translated form for readers whose first language is not English. Please apply in writing to: Education Directorate, 4th Floor, Fife House, North Street, Glenrothes KY7 5LT or by email to: kim.lawson@fife.gov.uk (telephone 03451 555555 ext. 444331). Page 19 of this document provides additional contact numbers, in different languages.

SUMMARY OF PROCESS FOR THIS PROPOSAL DOCUMENT

1. Consideration by the Cabinet Committee

This Proposal Document has been issued as a result of a decision by the Cabinet Committee of Fife Council on 5 December 2024. Views are now sought in formal consultation on the proposal in this document.

2. Notice of Consultation and Publication of the Proposal Document

Statutory consultees will be given notice of the proposal. The proposal document will be published on the council website (www.fife.gov.uk). Copies will be available for inspection at and available from:

- Main Reception, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT
- The schools affected by the proposal (between the hours of 9 am and 3 pm)
 - Strathallan Primary School, Strathallan Drive, Kirkcaldy KY2 5YP
- Online at <http://www.fife.gov.uk/StrathallanASCestablishment>
- or email sustainablechoolestate.enquiries@fife.gov.uk.

3. Advertisement of the Proposal

The proposal will be advertised through Fife Council's social media accounts e.g. Facebook and X (formerly known as Twitter). An advertisement will also be placed in local newspapers, week commencing Monday 6 January 2025. The schools impacted by the proposal will also publicise the consultation process in newsletters, school bag mail and email.

4. Length of Consultation period

The consultation will commence on Tuesday 7 January 2025 and will, thereafter, run until close of business on Friday 21 February 2025. This meets the statutory requirement for a minimum period of 6 weeks, that runs continuously and includes 30 school days.

5. Public meetings

The Education Authority are required in accordance with the Schools (Consultation) (Scotland) Act 2010 to hold one public meeting. This will be held at Strathallan Primary School on Wednesday 29 January 2025 from 6.00-7.00 pm

where there will be opportunities to:

- hear more about the proposal
- ask questions about the proposal
- complete a Consultation Response Form
- have your views recorded so that they can be considered as part of the consultation process.

Informal drop-in sessions have been arranged at:

- Strathallan Primary School on Wednesday 29 January 2025 from 8.45-9.30 am, 2.45-3.30 pm and 5-6 pm

At the informal drop-in sessions, there will be opportunities for parents/carers/pupils and other stakeholders to:

- hear more about the proposal
- ask questions about the proposal
- complete a Consultation Response Form.

6. Responding to the Proposal

Interested parties can also respond to this proposal document by making a written representation (by letter, email, or completion of a Consultation Response form) on the proposal, before close of business Friday 21 February 2025, to any of the following:

- sustainableschoolestate.enquiries@fife.gov.uk
- Proposal to establish a New ASC Provision within Strathallan Primary School, Education Directorate, Fife Council, 4th Floor (West), Fife House, North Street, Glenrothes, KY7 5LT
- via submission of a completed online Consultation Response Form at (Managing our School Estate / Fife Council) <https://forms.office.com/e/saCkTnM8f2>.

7. Pupil Consultation

Pupil focus groups will be arranged during the consultation period with representative groups of over 25% of the pupils within P4-P7 in Strathallan Primary School and a separate session with pupils in the Valley ASC provision. Parents/carers will be asked to consent to their child taking part.

The intention of these pupil focus groups is to seek the views of pupils regarding the proposed plan to establish a new ASC provision in Strathallan Primary School. These sessions will be carried out by officers within the Education Directorate and will use display boards and materials to explain what a consultation is, what the proposal would mean to pupils and seek their views on any potential impact to the existing pupils.

The information from pupils will be included in the report to Education Scotland and the Consultation Report at the end of the process.

8. Involvement of Education Scotland HM Inspectors

A copy of the proposal paper will be sent to Education Scotland, by Fife Council. Education Scotland will also receive a copy of any relevant written representations that are received by the Council from any person during the consultation period or, if Education Scotland agrees, a summary of them. Education Scotland will further receive a summary of any oral representation made to the Council at the public meetings and, as available (and so far as otherwise practicable), a copy of any other relevant documentation. Education Scotland will then prepare and submit a report on the educational aspects of the proposal within a 3-week period (unless the Council and Education Scotland agree a longer period) after the Council has sent them all representations and documents mentioned above. However, for the avoidance of doubt, the 3-week period will not start until after the consultation period ends. Education Scotland may make such reasonable enquiries of such people at the school (e.g. Headteacher, staff, pupils) as they consider appropriate and may make such reasonable enquiries of such other people as they consider appropriate.

9. Preparation of Consultation Report

The Council will review the proposal having regard (in particular) to the Education Scotland Report and written representations that it has received. In addition, oral representations made at the public meetings/information sessions will form part of that review. It will then prepare a Consultation Report. The report will include a record of the total number of written representations made during the consultation period, a summary of the written representations and a summary of the oral representations made at the public meeting, as well as a copy of the Education Scotland Report and any other relevant information, including details of any alleged inaccuracies and how these have been handled. The report will also contain a statement explaining how it complied with the requirement to review the proposal in light of the Education Scotland Report and representations (both written and oral) that it received. The Consultation Report will be published and available for further consideration for a period of 3 weeks before a decision can be made on the proposal. The report will be published, made available for inspection and where reasonably required, made available without charge in other forms. The publication of the report will be advertised and any person who made written representations during the consultation period will be advised of its publication.

10. Decision

The Consultation Report, together with any other relevant documentation, will be considered by the Cabinet Committee, which will come to a decision whether to implement the proposal, in whole or in part, or not. The decision of the Cabinet Committee will be subject to the Council's internal governance procedures before it becomes final. The proposal on which Fife Council is deciding is not a proposal which is subject to call in by the Scottish Government and is not subject to review by the School Closures Review Panel.

11. Note on Corrections

If during the consultation period any inaccuracy or omission is discovered in this proposal document, either by the Council or by notification from any other person,

the Council will determine whether relevant information has in its opinion been omitted, or whether there is in fact an inaccuracy, and whether the omission or inaccuracy relates to a material consideration relevant to the education authority's decision as to the implementation of the proposal. It will then take appropriate action in respect of the inaccuracy or omission which may include deciding to take no further action, issuing a notice in respect of the inaccuracy or omission, extending the consultation period or publishing a correct proposal document and giving revised notice of the consultation. Where applicable, the notifier of the inaccuracy or omissions will be advised of the determination, the reasons for that determination and the action (if any) it is taking and of the reasons why it is or is not taking such action and the notifier will be invited to make representations to the Council if they disagree with the determination or decision whether to take action. Where the notifier makes representations, the education authority can make a fresh determination and decision in respect of the inaccuracy or omission and must inform the notifier if it does so.

Fife Council

Education Directorate

THE CONSULTATION PROPOSAL

**PROPOSAL TO ESTABLISH A NEW STAGE OF
EDUCATION IN A SCHOOL - NEW ADDITIONAL SUPPORT
CLASS (ASC) WITHIN STRATHALLAN PRIMARY SCHOOL,
KIRKCALDY**

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1 Introduction and Background Information

- 1.1 This consultation paper sets out the rationale and implications in respect of the proposal to establish a new Additional Support Class provision (ASC) within Strathallan Primary School, Kirkcaldy. For the purpose of the proposal the new provision is also described as an enhanced provision.
- 1.2 This paper also sets out the consultation process, the timescale and the ways in which parents/carers and stakeholders can make representations on the proposal.
- 1.3 This proposal does not impact on the ability of Strathallan Primary School to deliver mainstream education to catchment pupils. There will be a reduction in the number of classrooms available for mainstream pupils, however, school roll projections indicate that this will not impact on the number of mainstream education classes required long term with Strathallan Primary School. The proposal does not affect the level of additional support provided to mainstream pupils in Strathallan Primary School or on the delivery of mainstream education within Strathallan Primary School. There is no impact on the enrolment arrangements for catchment mainstream pupils to Strathallan Primary School.
- 1.4 There are no changes proposed to the catchment area of Strathallan Primary School included within this proposal.
- 1.5 There are no proposed changes to the existing catchment areas for both non-denominational or denominational primary and secondary school catchment areas affected by this proposal.
- 1.6 In Fife, the education authority discharges its duty to secure adequate and efficient education for the local authority area by operating a “catchment” system to enable parents/carers to comply with their duty to provide efficient education for their child(ren). Postcodes for each address in Fife are associated to a denominational (Roman Catholic) and non-denominational primary and secondary schools, known as catchment schools. Parents can check their catchment area at [Check school catchment areas | Fife Council](#). School enrolment for mainstream places is managed in Fife through the Schools Admission Policy which can be found at [Schools-Admission-Policy-April-2018.docx \(live.com\)](#).
- 1.7 Currently in Fife most children and young people who have additional support needs have these met within our local, mainstream schools. Some children with specific additional support needs access specialised provision which may or may not be part of their existing mainstream school. These provisions are designed to meet the needs of children and young people who have additional support needs and allow tailoring of the curriculum, specialised resources and staff training/expertise within these specific provisions and within Fife.
- 1.8 Our vision for children and young people who experience additional support needs (ASNs) is to:
- Support them to have high quality educational experiences in their local early learning and childcare (ELC), primary school and secondary school settings, in line with the presumption of mainstream;

- Provide high quality educational experiences throughout our enhanced support provisions for learners who require individualised learning environments and more intensive support;
- Provide high quality support and professional learning for practitioners and leaders.

1.9 Our current provision across Fife is wide and varied to ensure we can meet the needs of all individual children.

1.10 Our current provision can be described as follows:

- Mainstream – Early, Primary and Secondary

Within mainstream, additional support may be provided to support individuals through targeted support or interventions from school based staff including pupil support assistants, support for learning staff or outreach staff from Support for Learners Service and/or Pupil Support Service.

- Enhanced Provision - Additional Support Classes

Additional Support Classes (enhanced support provision) exist at primary stage to meet the pupils' identified additional support needs where these cannot reasonably be met within the mainstream provision alone. At times individual children are on a shared placement between Additional Support Class and their mainstream school.

- Special Schools

Offers specialist education for learners with complex additional support needs from 3 to 18 years.

1.11 In the primary sector there are currently 8 enhanced provisions (Additional Support Classes) across Fife in Benarty, Buckhaven, Cairneyhill, Canongate, Castlehill, Rimbleton, Pitreavie and Valley Primary Schools.

1.12 In the secondary sector, all of the 18 secondary schools provide a continuum of support: universal, additional and intensive support. This includes Support for Learning teachers and Pupil Support Assistants through to the school's Department of Additional Support (DAS).

1.13 The admissions arrangements for a pupil requiring access to an ASC provision, for nursery, special and primary stages, is managed through an Area Management Group (AMG) process. There are 3 AMGs which meet a number of times a year covering the geographical areas of Central Fife, North & East Fife and West Fife. Professionals from across sectors and services discuss the most appropriate educational placement for individual pupils regularly throughout the school session. No changes are proposed to these admission arrangements.

1.14 Currently there are no children across Fife on a waiting list for a space for an enhanced provision.

- 1.15 The census in September 2023 recorded 26788 primary aged pupils and 22377 number of secondary aged pupils.
- 1.16 The current ASC provision that covers the Kirkcaldy area, located within Valley Primary School has 3 classes to support a maximum of 30 pupils, 2 of these classes are assigned to supporting pupils with additional support needs and the third area is a life skills area. There is no plan to reduce the number of classrooms within Valley Primary School supporting this provision. Based on the pupil roll projections for the Kirkcaldy wide area, a further ASC provision would allow more opportunities for pupil's needs to be met across this geographical area.
- 1.17 The proposed establishment of a new enhanced provision in Strathallan Primary School, will enable local pupils from the Balwearie High School cluster to attend Strathallan Primary School to access an ASC provision. This would not affect the allocation of resources to meet the needs of mainstream pupils.
- 1.18 The proposal to create a new ASC provision will ensure that children requiring this enhanced support provision are being educated in the heart of their communities.
- 1.19 Strathallan Primary School is part of the Balwearie High School cluster.
- 1.20 There will be no impact on the pupils who currently attend their catchment school for part of the week and attend Valley ASC for their placement on a full-time basis. These placements may continue until transition to high school. However, if the team around the child and the child's parents/carers agree that a change of placement to the new provision would be of benefit, then transition would be well planned to meet the needs of the child.

2 The Proposal

- 2.1 This proposal is to establish a new ASC provision in Strathallan Primary School (see Appendix 1.1) from Monday 18 August 2025.
- 2.2 In line with the vision outlined in Building Fife's Future: School Estate Strategy (28 August 2018) and supported by the Scottish Government's Learning Estate Strategy: Connecting People, Places and Learning (2019), the proposed new ASC provision within Strathallan Primary School will provide enhanced facilities in modern and flexible learning spaces to allow pupils to experience a wide-ranging curriculum offer, appropriate to their needs.
- 2.3 Financial investment will be required within Strathallan Primary School to establish this new enhanced provision. The planned occupation date is from Monday 18 August 2025. Further information on the financial implications of the proposal is contained in Part 7 of this document.
- 2.4 The proposed maximum capacity of this provision within Strathallan Primary School will be 20 full-time spaces for children.
- 2.5 Appendix 1.1 shows the proposed location within Strathallan Primary School for the new enhanced provision. Appendix 1.2 shows a map of the existing Primary Catchment areas which Valley Primary School ASC supports. Appendix 1.3 identifies the primary school catchment areas associated with

Balwearie High School. Appendix 1.4 shows a map of the primary school catchment areas that the proposed new enhanced provision would support. Appendix 1.5 is a glossary of terms detailing additional information. Appendix 1.6 is the Consultation Response Form, which can be accessed online [here](http://www.fife.gov.uk/StrathallanASCestablishment) (<http://www.fife.gov.uk/StrathallanASCestablishment>) from Tuesday 7 January 2025 and will, thereafter, run until close of business on Friday 21 February 2025.

3 Rationale for the Proposal - The Case for the Establishment of a New Provision within Strathallan Primary School

- 3.1 The main driver for the establishment of a new enhanced provision to serve the Kirkcaldy West area, is based on the current and projected number of pupils requiring this enhanced support provision across this area.
- 3.2 The Education Directorate carried out a review of the number of ASC provisions across Fife to ascertain:
 - (a) the number of current pupils with additional support needs (ASN) across Fife requiring enhanced support within an additional support class (ASC) provision
 - (b) the locality of the current ASC provision, and
 - (c) the projected number of pupils who could require this provision in the next 10 years.
- 3.3 The review took into account the number of enhanced provisions across Fife and the projected increase in enhanced places required across Fife, in accordance with pupils expected from new strategic development areas and future school roll projections. The review also considered whether the existing 8 enhanced provisions were located in the most appropriate geographical locations across Fife. Based on this review, it has been highlighted that there are insufficient places available in enhanced provisions having regard to the pupil roll in the Dunfermline and South West Fife Area and in the Kirkcaldy area.
- 3.4 Reviewing the proposed new housing across the Kirkcaldy area, there are approximately 2800 new homes to be constructed in due course in this area of Fife.
- 3.5 The establishment of this new ASC provision within Strathallan Primary School will allow children to attend an enhanced provision within their locality and may reduce the need for transportation across the Kirkcaldy area.
- 3.6 Strathallan Primary School building was opened in January 2007. The building is on one level, fully accessible throughout, with accommodation comprising nursery and primary classrooms. The school benefits from large extensive grounds for pupils to enhance their outdoor learning opportunities. In addition, there is an Out of School club within the school which offers childcare for parents/carers after school.
- 3.7 Reconfiguration of the school will be required to accommodate the enhanced provision within Strathallan Primary School. This may require the infant classes to move to another area of the school.

- 3.8 The classrooms that will accommodate pupils in the proposed enhanced provision would not be included in the maximum capacity calculation of the school. If the proposal is approved the maximum capacity of the school would change from 434 pupils (14 classes) to 317 pupils (11 classes). Two classrooms will be allocated to the new provision. The third classroom in this area will still be available for wider use by the school.
- 3.9 The projected school roll of Strathallan Primary School indicates that no more than 11 classes are required long term. The reduction in capacity for mainstream classes to create this provision will not impact on the number of multi-purpose areas within the school. Mainstream pupils will still have access to the dining hall and gym hall, and there are sufficient multi-purpose areas across the school for all existing and new users.
- 3.10 A separate external entrance to the ASC provision will ensure the dignity of each individual and their cloakroom area will be quiet and only for their use, allowing for a quiet transition into the classrooms. As the grounds are very expansive, there is an opportunity for access to the wider school playground, allowing for easy integration with the whole pupil group as appropriate.
- 3.11 The proposed accommodation allows flexibility for pupils to retreat to quiet spaces and will be further enhanced with dedicated outdoor learning provision to ensure learning can be creative both indoors and outdoors. The building will be able to deliver the curriculum to ensure the best possible educational experiences and outcomes for our children. The available classrooms to support this provision can be separated from the other areas of the school. This allows a more supportive learning facility for our learners to enable a more secure and peaceful environment. Access to the wider school environment will be planned for and responsive to the needs of the individual pupils, and staff will be able to support pupils to achieve this in a safe and structured way.
- 3.12 Well planned and designed accommodation will ensure the varying needs of all children can be supported throughout the new provision. As well as generous classroom spaces designed to assist the delivery of different curricular areas, direct access to an enclosed outdoor area will allow the pupils to enhance their learning experience. All of the existing classrooms have height adjustable sinks. Both of the classrooms will be able to be accessed by any pupils with a physical disability.
- 3.13 Adaptations to the existing accessible toilet with changing facilities will be required to comply with current legislation.
- 3.14 The creation of the proposed enhanced provision will complement the existing nursery and mainstream stream provision within Strathallan Primary School. The transition for any pupil requiring this enhanced provision will be well planned and agreed within the team around the child.
- 3.15 **School Roll Information – Strathallan Primary School**
- 3.15.1 The maximum capacity of the school, as reported within the Core Facts return to the Scottish Government in May 2024, was 434 pupils (14 classes). The school roll recorded for Census 2023 was 281 pupils (65% occupied), within 11 classes. For session 2024/25, the school are operating with 11 classes, a

total roll of 281 pupils, 65% occupied.

3.15.2 School roll projections are reviewed on an annual basis and consider any proposed development from the Local Development Plan ([Local development plan \(FIFEplan\) | Fife Council](#)) or any brownfield opportunity sites that may come forward.

3.15.3 As outlined below, school roll projections for the next 10 years are as follows:

	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Roll	245	236	207	185	168	155	152	152	145	145	147
Classes	11	10	9	9	8	8	7	8	7	7	7

3.15.4 The above school roll projections for Strathallan Primary School take into account the births in the catchment area, the primary one enrolment trends and any new pupils expected from the housing developments in the Strathallan Primary School catchment area. There are no large scale housing developments expected within the Strathallan Primary School catchment area.

3.16 Building Condition and Suitability Ratings

3.16.1 The Education Directorate's ambition is that every school in Fife should be rated as 'A' or 'B' for both condition and suitability, to include a number of accessible schools in each geographical area.

3.16.2 The Scottish Government Core Facts return requires local authorities to provide a condition and suitability return each year. Condition ratings are scored 'A' to 'D' with A being the highest rating – Good - performing well and operating efficiently and D being lowest rating – Bad - Life expired and/or serious risk of imminent failure.

3.16.3 The latest return in May 2024 reported the current condition rating for Strathallan Primary School is rated as "A", which is classed as good.

3.16.4 Suitability ratings are scored 'A' to 'D' with 'A' being the highest rating - Good – performing well and operating efficiently (the school buildings support the delivery of services to children and communities) and 'D' being the lowest rating - Bad – does not support the delivery of services to children and communities (the school buildings seriously impede the delivery of activities that are needed for children and communities in the school).

3.16.5 The latest return in May 2024 reported the current suitability rating is "A", which is classed as good.

3.17 Accessibility Rating

3.17.1 Accessibility ratings are scored 'A' to 'D' with 'A' being the highest rating (as the building is fully accessible) and 'D' being the lowest rating (as the building is inaccessible and unable to be reasonably adapted to be made accessible).

3.17.2 The accessibility rating for Strathallan Primary School is "A", the building is fully accessible.

4 Educational Benefits Statement

4.1 The Schools (Consultation) (Scotland) Act 2010 provides that where an education authority has formulated a relevant proposal in relation to any school, it must comply with the requirements of the Act before proceeding with the proposal. The education authority must prepare an educational benefits statement which includes:

- (a) the authority's assessment of the likely effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school,
 - (ii) any other users of the school's facilities,
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school,
 - (iv) the pupils of any other schools in the authority's area,
- (b) the authority's assessment of any other likely effects of the proposal (if implemented),
- (c) an explanation of how the authority intends to minimise or avoid any adverse effects that may arise from the proposal (if implemented),
- (d) a description of the benefits which the authority believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them).

4.2 **The authority's assessment of the likely effects of this proposal (if implemented) on:**

4.2.1 **(i) The pupils of any affected school**

4.2.1.1 **Educational Benefits for the pupils of Strathallan Primary School**

4.2.1.2 The mainstream provision and allocation of resources will not be affected by the establishment of this enhanced provision. Mainstream pupils will still have access to targeted interventions, Pupil Support Assistants and Support for Learning Teacher to ensure their needs are met effectively.

4.2.1.3 Children within the locality who do require access to an enhanced provision can attend a provision within the heart of their own community. This would include children who currently have a shared placement between mainstream school and an enhanced provision.

4.2.1.4 The creation of an enhanced provision within Strathallan Primary School supports the understanding of inclusive education. It will provide opportunities for children and the community to appreciate diversity and to recognise and value the strength and potential in everyone. This mutual understanding creates a culture of acceptance and reduces the stigma often associated with learning disabilities.

4.2.1.5 Interacting with peers of diverse abilities encourages meaningful friendships, team building and co-operation. By embracing inclusion, schools create an atmosphere which celebrates differences and encourages mutual respect between pupils.

- 4.2.1.6 Indoor and outdoor learning spaces will be designed to be used flexibly and creatively across the whole school to support the wellbeing of all learners.
- 4.2.1.7 The needs of children requiring access to an enhanced support provision for all or part of their learning, will be accommodated in well considered accessible facilities that will support them from their arrival on site, throughout the day, in formal learning and in informal social times.
- 4.2.1.8 Creative and inviting learning spaces will support additional opportunities for children to learn collaboratively in all curricular areas, taking account of the skills they require for learning, life and work. Opportunities for integration into the wider school community will be promoted and offered where appropriate, ensuring the children feel part of the Strathallan Primary School community.
- 4.2.1.9 The creation of this new enhanced provision would also support the occupancy of a primary school with a long-term declining school roll.

4.2.2 **(ii) Any other users of the school's facilities**

4.2.2.1 **Educational Benefits for any other users of the schools' facilities**

- 4.2.2.2 The enhanced provision will be an additional resource with indoor and outdoor spaces which could be of a benefit to other school users within the Strathallan Community such as the out of school provision.
- 4.2.2.3 An inclusive physical environment with accessible entrance and accessible toilet and changing area will form part of the provisions which could support other school events.

4.2.3 **(iii) Any children who would (in the future but for implementation) be likely to become pupils of the school**

4.2.3.1 **Educational Benefits for children who would likely to become pupils of the school**

- 4.2.3.2 Children within the Balwearie High School cluster will be able to access an enhanced provision within the geographical area. This will support transitions to secondary school as part of the continuum of support.

4.2.4 **(iv) the pupils of any other schools in the authority's area**

4.2.4.1 **Educational Benefits for pupils of any other schools in the authority area**

- 4.2.4.2 Current pupils within an enhanced provision either attend full time or have a shared placement with their local primary school. There will be no impact on the pupils who currently attend their catchment school for part of the week and attend Valley Primary School for their placement. These placements will continue until transition to high school. However, if the team around the child and the child's parents/carers agree that a change of placement to the new provision would be of benefit, then transition would be well planned to meet the needs of the child.

- 4.2.4.3 This enhanced provision will allow pupils from the Balwearie High School cluster to be located in closer proximity to their mainstream catchment school.

These pupils will be able to transition to secondary school with their peers.

4.2.5 There will be clear locality boundaries for enhanced provisions that are equitable and associated with existing secondary school catchment areas.

4.3 **The authority's assessment of any other likely effects of the proposal (if implemented)**

4.3.1 At present, all pupils are transported to and from their home or mainstream catchment school to the enhanced provision at Valley Primary School. With the establishment of enhanced provision within a local area, there should be a reduction in the need for transport for individual children.

4.4 **How the Authority intends to minimise or avoid any adverse effect that may arise from the proposal (if implemented)**

4.4.1 Prior to any move to a new provision, the transition of pupils from one school to another would be well planned by the team around the child. This would be reviewed as part of the planning for individual children.

4.5 **Benefits which the authority believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them)**

4.5.1 Children with additional support needs from the Kirkcaldy West locality can access an enhanced provision within the geographical area and this will allow them to transition to their catchment secondary school with their peers.

4.5.2 The proposal will provide opportunities for children and the community to appreciate diversity and to recognise and value the strength and potential in everyone. This mutual understanding creates a culture of acceptance and reduces the stigma often associated with learning disabilities.

4.5.3 In time, there will be a reduction in transport being required for a number of pupils accessing this provision.

4.5.4 This proposal can be implemented within Strathallan Primary School with no negative impact on mainstream provision for catchment pupils.

5 Transport Arrangements

5.1 Where identified by the team around the child, transport can be provided for children to the enhanced provision and their mainstream primary school. Any transport arrangements will be regularly reviewed with this team.

6 Transitional Arrangements

6.1 All transitions will be well planned to ensure positive experiences for all children. Individual pupil plans will allow for an enhanced transition for those pupils who would be accessing the new provision within Strathallan Primary School before August 2025.

7 Financial Implications

- 7.1 There will be capital costs associated with the proposed establishment of a new ASC provision within Strathallan Primary School. Detailed drawings and costs are currently being prepared by Property Services and it is expected the project can be delivered during the summer holidays 2025 through to October 2025. The final costs of the proposed works will not be available until the consultation is underway. Indicative costs, based on other similar projects, are in the region of approximately £80,000 for Strathallan Primary School. These works are required to enable legislative standards to be adopted. With the addition of Strathallan Primary School, the transport costs to Valley Primary School should reduce in due course. Existing staffing from current provisions will be redeployed to support children and their families within the new provisions.

8 Community Impact

- 8.1 There is likely to be no significant impact on the local communities associated within the creation of a new ASC provision in Strathallan Primary School.
- 8.2 This proposal is likely to create a positive impact on the school community where a new provision will support a declining school roll. As outlined in the Educational Benefits section, children within the Balwearie High School cluster will be able to access an enhanced provision within the heart of their community. The proposal will also provide opportunities for children and the community to appreciate diversity and to recognise and value the strength and potential in everyone.

9 Implications for staff

- 9.1 If the proposal is approved, the provision will be staffed accordingly with both teachers and support staff for the number of pupils that are expected for August 2025 by the local authority. There will be no impact on mainstream staffing numbers as a result of the proposed new provision.
- 9.2 This consultation is open to all staff and Trade Unions representatives to provide their feedback to the proposal itself.

10 Equal Opportunities

- 10.1 An Equality Impact Assessment (EIA) is a statutory requirement of the Council to assess the policies and practices necessary to meet the requirements of antidiscrimination and equalities legislation. It also affords an opportunity for the Council to consider the impact on the Education Directorate. In addition, an EIA can provide more information to develop and deliver services that meet the needs, in this case, of children and parents.
- 10.2 The aim of an EIA is to examine policies and practice in a structured way, to make sure that adverse effects on equality target groups are avoided. It is also a tool to enable the Council to assess what positive steps it can take to promote equality of opportunity and measure the results of the actions that have been taken.

- 10.3 As part of the consultation process the Council will consult with a range of stakeholders, including staff, parents/carers and children, and will address comments about equality during this consultation. The Impact Assessment will be included in the Final Consultation Report, expected in May 2025.
- 10.4 Under the Equality Act 2010 education providers must not treat disabled pupils less favourably and should take reasonable steps to avoid putting disabled pupils at a substantial disadvantage.
- 10.5 Careful transition planning will ensure positive transition to the proposed new provision. Individual pupil plans will allow for an enhanced transition.
- 10.6 As outlined previously, the proposal seeks to provide 2 teaching areas and associated accommodation and will be accessible to ensure that all building users are able to move around the building with ease. This will have a positive impact on any pupil with accessibility issues.

11 Proposed Date for Implementation

- 11.1 If this proposal is approved, the Education Directorate plans for the implementation of the new provision from Monday 18 August 2025.

12 Statutory Consultation Process – Proposed Timeline

Thursday 5 December	Consultation proposal considered by Cabinet Committee
Monday 6 January	Parents and other statutory consultees to receive letters informing them of the dates for the statutory consultation.
Tuesday 7 January	Consultation live Tuesday 7 January to Friday 21 February
Tuesday 7 January – Friday 21 February	Consultation period (31 school days)
Meetings	Public meeting Wednesday 29 January 2025 at 6-7 pm at Strathallan Primary School Drop-in sessions Wednesday 29 January 2025 at Strathallan Primary School at 8.45-9.30 am, 2.45-3.30 pm and 5-6 pm before the public meeting
Friday 21 February	Consultation close
Friday 28 February	Fife Council to submit information to Education Scotland
Monday 3 March – Friday 21 March	Education Scotland (3 weeks to visit the school, review the proposal document and responses and write their report)
Monday 24 March	Report received back from Education Scotland
Monday 7 April – Friday 18 April	Sign off report from Education Scotland
Tuesday 6 May 2025	Publish Consultation Report, in conjunction with Education Scotland (clear 3 weeks before committee is due to take decision)
Thursday 29 May 2025	Cabinet Committee to discuss Final Consultation Report and make decision.

The information included in this document can be made available in large print, braille, audio CD/tape and British Sign Language interpretation on request by calling 03451 55 55 00

Calls cost between 3p to 7p per minute from a UK landline, mobile rates may vary.

BT Text phone number for Deaf people 18001 01383 441177

LANGUAGE LINES

এ নথিতে যেসব তথ্য আছে তা 03451555599 এ নাম্বারে ফোন করে অনুরোধ করলে বড় ছাপা, ব্রেইল, ওডিও সিডি/ট্যেইপ ও ব্রিটিশ সাইন ল্যাংগুয়েজ ইত্যাদি মাধ্যমে পাওয়া যাবে।

কলের জন্য ইউকে ল্যান্ডলাইন থেকে খরচ হবে প্রতি মিনিটে ৩পি থেকে ৭পি, মোবাইলের খরচ ভিন্ন হতে পারে।

عند الطلب، يمكن توفير المعلومات الواردة في هذا المستند في صورة مستندات مطبوعة بأحرف كبيرة ومستندات بطريقة برايل وعلى أشرطة/أقراص مضغوطة صوتية مع الترجمة بلغة الإشارة البريطانية من خلال الاتصال بالرقم 03451 55 55 77
تتراوح تكلفة المكالمات بين 3 إلى 7 بنسات في الدقيقة من أي خط أرضي في المملكة المتحدة، وقد تختلف أسعار المكالمات بالهاتف المحمول.

如果你需要以大字體印刷、盲人點字、光碟/錄音帶格式或英國手語傳譯說明這份文件的內容，請致電 03451 55 55 88 提出要求。

用英國電訊固定座機撥打上述電話號碼收費每分鐘 3 至 7 便士，以手機撥打收費各異。

Informacje zawarte w tym dokumencie mogą zostać udostępnione w wersji drukowanej dużą czcionką, w alfabecie Braille'a, w wersji dźwiękowej na płycie CD/taśmie lub w tłumaczeniu na brytyjski język migowy – prosimy o kontakt pod numerem 03451 55 55 44.

Koszt połączenia wynosi 3-7p za minutę z brytyjskich telefonów stacjonarnych, koszty połączeń z telefonów komórkowych mogą być różne.

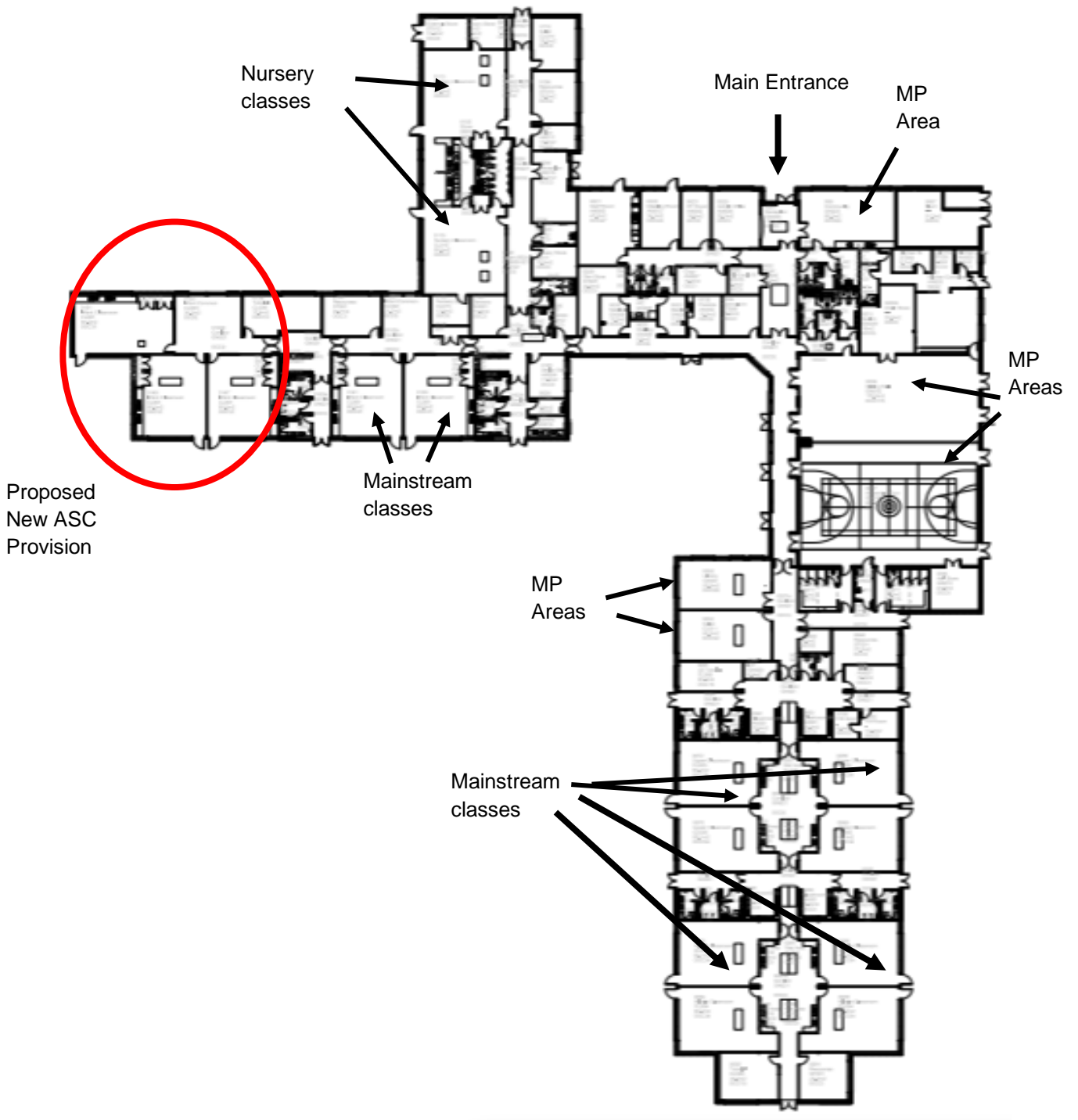
ਇਸ ਦਸਤਾਵੇਜ਼ ਵਿਚਲੀ ਜਾਣਕਾਰੀ ਟੈਲੀਫੋਨ ਨੰਬਰ 03451 55 55 66 ਰਾਹੀਂ ਮੰਗ ਕਰਨ ਉੱਤੇ ਵੱਡੇ ਅੱਖਰਾਂ, ਬ੍ਰੇਅਲ, ਆਡੀਓ ਸੀ.ਡੀ./ਟੇਪ ਅਤੇ ਬ੍ਰਿਟਿਸ਼ ਸਾਈਨ ਲੈਂਗੂਏਜ ਦੇ ਅਨੁਵਾਦ ਵਿਚ ਮੁਹੱਈਆ ਕਰਾਈ ਜਾ ਸਕਦੀ ਹੈ।

ਯੂ.ਕੇ. ਲੈਂਡਲਾਈਨ ਰਾਹੀਂ ਕਾਲ ਕਰਨ ਦਾ ਖਰਚਾ 3 ਤੋਂ 7 ਪੈਨੀਆਂ ਪ੍ਰਤੀ ਮਿੰਟ ਹੋਵੇਗਾ, ਮੋਬਾਈਲਾਂ ਦੇ ਰੇਟ ਵੱਖਰੇ ਵੱਖਰੇ ਹੋ ਸਕਦੇ ਹਨ।

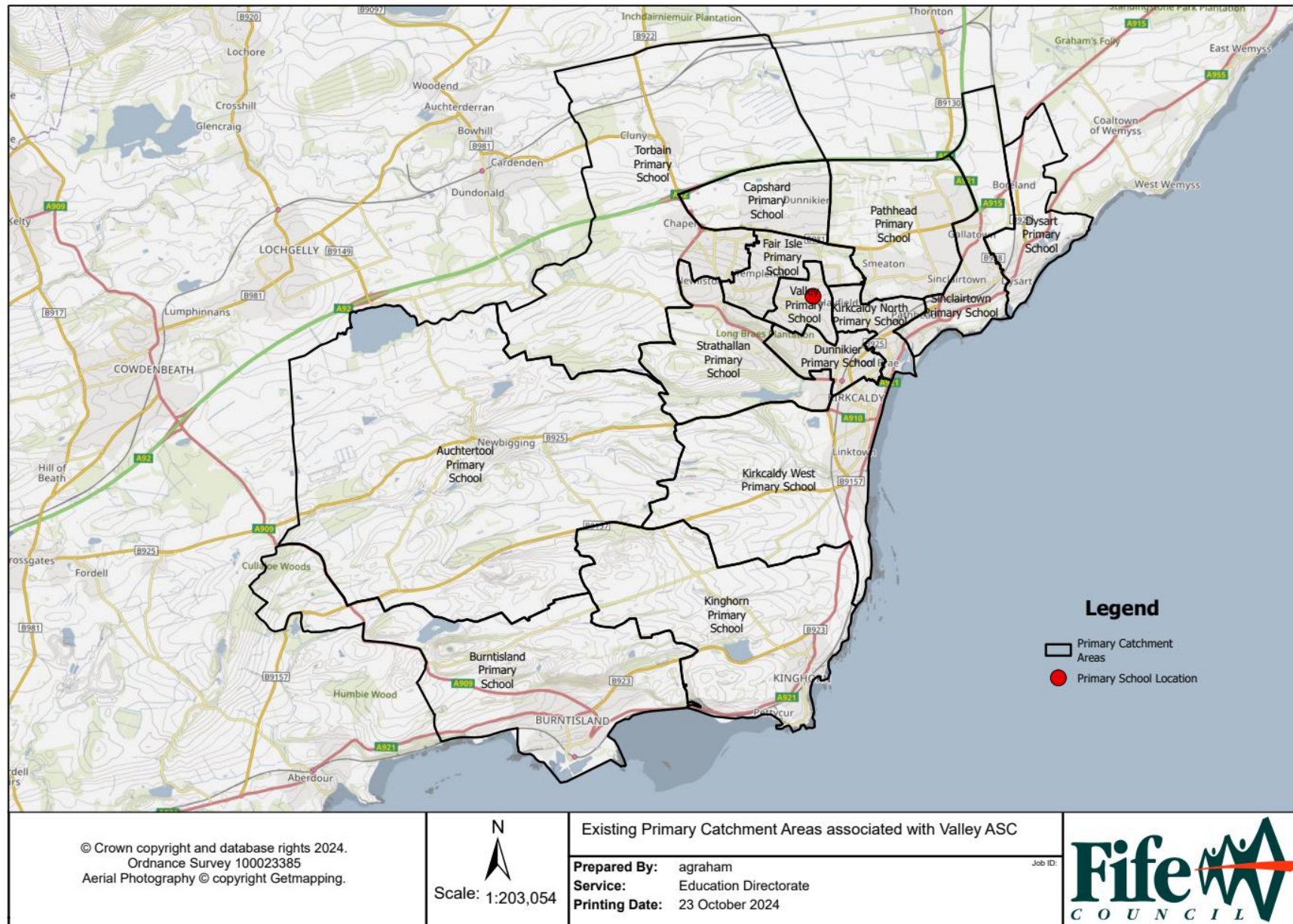
03451 55 55 66 پر درخواست کرنے سے اس تحریر میں دی گئی معلومات بڑے پرنٹڈ بریل، آڈیو سی ڈی/ٹیپ پر اور ترجمانی والی برطانوی اشاراتی زبان (برٹش سائن لینگویج) میں مہیا کی جاسکتی ہیں۔

کسی برطانوی لینڈ لائن سے فون کے نرخ 3 تا 7 پنس فی منٹ ہیں، موبائل کے نرخ مختلف ہوسکتے ہیں۔

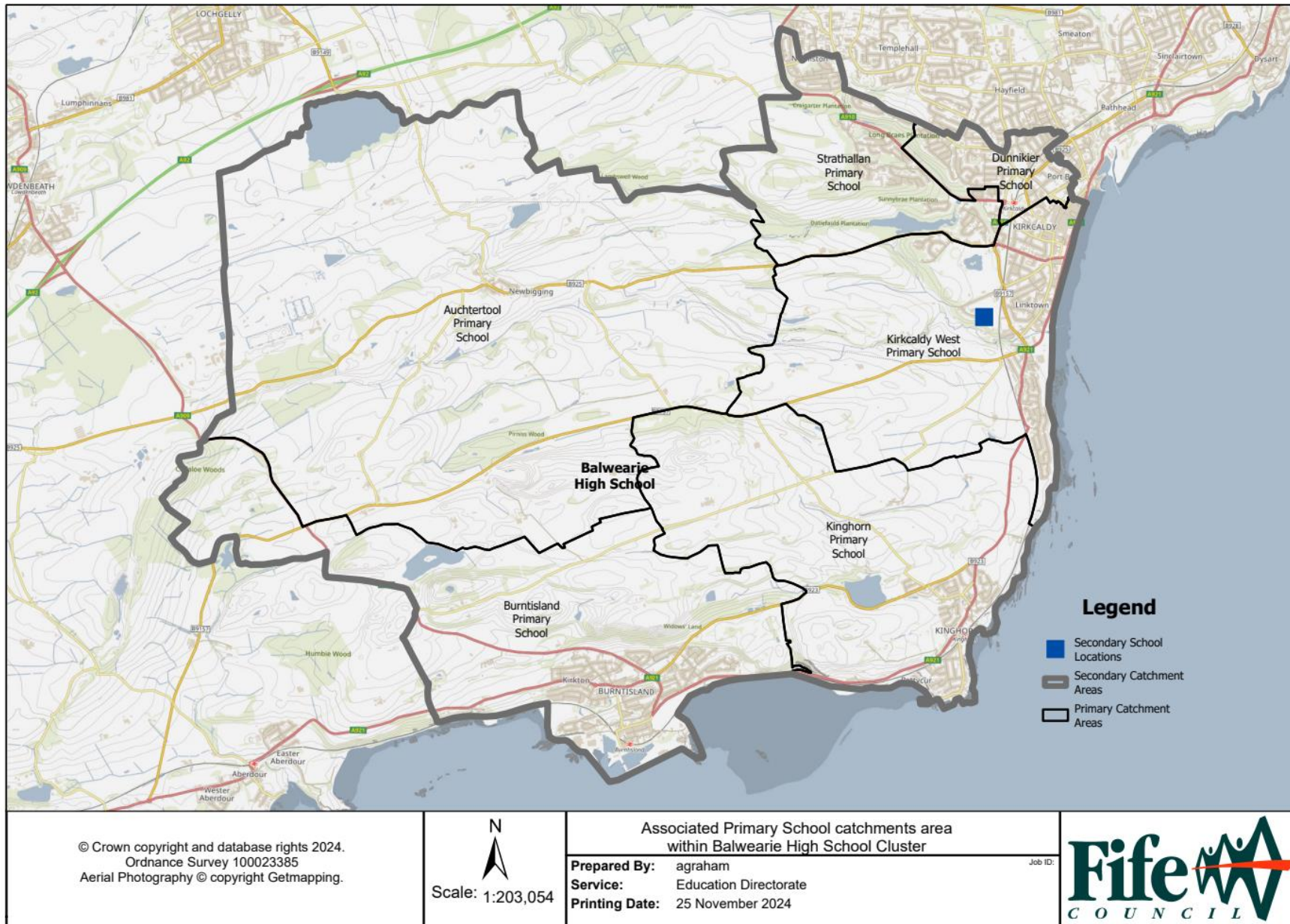
Appendix 1.1 – Proposed Location of new ASC Provision in Strathallan Primary School



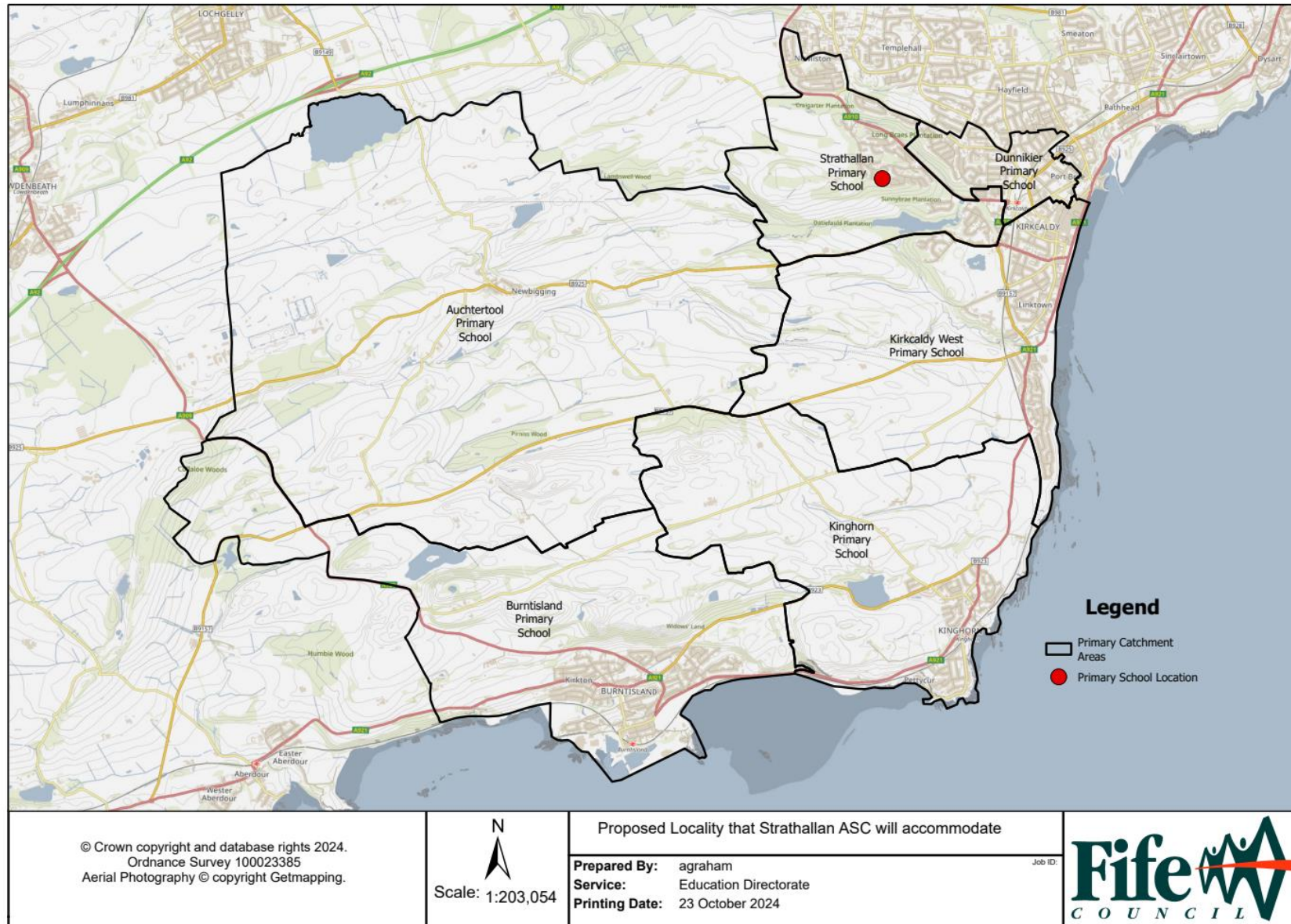
Appendix 1.2 – Existing Primary Catchment areas that Valley ASC supports



Appendix 1.3 – Balwearie High School Associated Primary Schools



Appendix 1.4 - Proposed Areas that the new ASC Provision will support



Appendix 1.5 - Glossary of Terms

Core Facts

Core Facts are a series of data which are collected by local authorities to measure progress and success of a school estate strategy as well as benchmarking against other local authorities in Scotland. The core facts are used at both local and national level to:

- establish a baseline
- inform targets
- inform spending decisions
- support monitoring and evaluation of progress over time
- support assessments of value for money.

More information is available at: [School estates: core facts overview - gov.scot \(www.gov.scot\)](http://www.gov.scot/School%20estates%20core%20facts%20overview)

School Condition Rating

Condition core facts are established by professional review, carried out by the Council's Asset & Facilities Management Service. Schools are assessed against a range of criteria set down by the Scottish Government and are examined on a 5-year rolling programme.

- A: Good – Performing well and operating efficiently
B: Satisfactory – Performing adequately but showing minor deterioration
C: Poor – Showing major defects and/or not operating adequately
D: Bad – Life expired and/or serious risk of imminent failure.

School Suitability Rating

Suitability core facts are established through a similar process to the condition core facts process, undertaken by Headteacher and Business Managers. This information assesses how well the school environment supports the delivery of the curriculum against criteria laid down by the Scottish Government.

- A: Good – Performing well and operating efficiently (the school buildings support the delivery of services to children and communities)
B: Satisfactory – Performing well but with minor problems (the school buildings generally support the delivery of services to children and communities)
C: Poor – Showing major problems and/or not operating optimally (the school buildings impede the delivery of activities that are needed for children and communities in the school)
D: Bad – Does not support the delivery of services to children and communities (the school buildings seriously impede the delivery of activities that are needed for children and communities in the school).

Suitability surveys are reviewed by Headteachers/Business Managers every 5 years. Where school investment has been carried out in a particular school, the following year's Core Facts Update will be amended to reflect any subsequent change to the condition, suitability or accessibility rating.

School Accessibility Rating

Accessibility ratings are collated by the School Estate Team, along with the Education Access Officer, who undertake surveys of all the school buildings. These ratings are then ratified by the Accessibility Strategy Group. The ratings are classified as follows:

- A: Fully accessible
B: Building partially accessible but Curriculum accessible
C: Partially accessible or not currently accessible but has the potential to be made accessible
D: Inaccessible and unable to be reasonably adapted to be made accessible.

As part of the Accessibility Strategy, there will be a number of accessible schools in each geographical area.

Strategic Development Areas

Strategic Development Areas are housing developments sites within Fife identified through Fife Council's Structure Plan 2006-2026 (approved May 2009). The Structure Plan also includes infrastructure developments for business and employment, town centres, retailing, housing, affordable housing, transportation and waste management. A Strategic Development Area for residential units range from 300 units in a small town/village to 4200 units in a large town.

Local Development Plan

Fife Council adopted FIFEplan (Fife's Local Development Plan) on 21 September 2017. This plan details the local development changes to infrastructure within settlements and include new plans with planning consent. The Council are currently inviting communities to create Local Place Plans, which will help shape the next Local Development Plan. More information is available at [Invitation to create Local Place Plans](#) page.

Housing Land Audit

Enterprise, Planning & Protective Services undertakes an annual audit (known as the Housing Land Audit) of the Housing Land Supply in Fife, using 1st April as the base date. The Audit monitors housing completions and makes predictions about future house building in Fife.

Homes for Scotland (representing the national house builders) and local developers are consulted on the information to be included in the Housing Land Audit to discuss and agree the Audit as far as possible. The latest publication for 2021 is published at [Planning Information and Land Use Audits | Fife Council](#)

Public Private Partnership (PPP)

There are 2 existing contracts in Fife (PPP1 and PPP2) where schools have been procured and constructed through this process. The schools are maintained for a period of 25 years by a contractor and after 25 years the building is handed to the Council for future repair and maintenance. An annual unitary charge includes design and construction, services delivery including building and grounds maintenance, finance costs, legal, insurances, management and risk.

Life Cycle Costs

Costs for replacing assets at the end of their life span. These include building, fabric, services and furniture and equipment to ensure the asset is maintain is a substantial condition.

Efficiency Range 80-100%

No local authority can effectively run at 100% occupied. The 80%-100% efficiency range allows a degree of flexibility within schools to support Curriculum for Excellence.

Cost per Pupil Calculation

The cost per pupil calculation for schools is computed in July of each year. The calculation is intended to bring together all comparable costs for each school and benchmark these at individual school level through the production of a cost per pupil figure.

The calculation is currently based on the School Revenue Budget Statements that are issued to schools in April of each year. The calculation takes into account a number of factors particularly the school roll from the last census at September of the previous year. The calculation takes schools running costs including an allocation for janitorial staffing costs. It excludes the costs for school transport, depreciation and the financing costs of schools built under PFI contract arrangements (PPP schools).

Having identified the relevant running costs for each school and by dividing these costs by the school roll this produces a cost per pupil figure which is used for comparison purposes.

Proposal Paper

The Schools (Consultation) (Scotland) Act 2010 provides that where an education authority has formulated a relevant proposal in relation to any school, it must comply with the requirements of the Act before proceeding with the proposal. One of the requirements is that it must prepare and publish a proposal paper. Section 4 of the Act provides:

4 Proposal paper

- (1) The education authority must prepare a proposal paper which—
 - (a) sets out the details of the relevant proposal,
 - (b) proposes a date for implementation of the proposal,
 - (c) contains the educational benefits statement in respect of the proposal,
 - (d) refers to such evidence or other information in support of (or otherwise relevant in relation to) the proposal as the education authority considers appropriate.
- (2) The proposal paper must also give a summary of the process provided for in [sections 1 to 17D] (so far as applicable in relation to the proposal).

(2A) Where a proposal paper relates to a closure proposal, it must also contain information about the financial implications of the proposal.

- (3) A proposal paper may include more than one proposal.
- (4) The education authority must—
 - (a) publish the proposal paper in both electronic and printed form,
 - (b) make the paper, and (so far as practicable) a copy of any separate documentation that it refers to under subsection (1)(d), available for inspection at all reasonable times and without charge—
 - (i) at its head office and on its website,
 - (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school,
 - (c) provide without charge the information contained in the proposal paper—
 - (i) to such persons as may reasonably require that information in another form, and
 - (ii) in such other form as may reasonably be requested by such persons.
- (5) The education authority must advertise the publication of the proposal paper by such means as it considers appropriate.

Educational Benefits Statement

The Schools (Consultation) (Scotland) Act 2010 provides that where an education authority has formulated a relevant proposal in relation to any school, it must comply with the requirements of the Act before proceeding with the proposal. One of the requirements is that it must prepare an educational benefits statement. Section 3 of the Act provides:

3 Educational benefits statement

- (1) The education authority must prepare an educational benefits statement which includes:
 - (a) the authority's assessment of the likely effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school,
 - (ii) any other users of the school's facilities,
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school,
 - (iv) the pupils of any other schools in the authority's area,
 - (b) the authority's assessment of any other likely effects of the proposal (if implemented),
 - (c) an explanation of how the authority intends to minimise or avoid any adverse effects that may arise from the proposal (if implemented),
 - (d) a description of the benefits which the authority believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them).
- (2) The statement must also include the education authority's reasons for coming to the beliefs expressed under subsection (1)(d).
- (3) In subsection (1), the references to effects and benefits are to educational effects and benefits.

FIFE COUNCIL – EDUCATION DIRECTORATE
CONSULTATION RESPONSE FORM

Proposal to establish a new Additional Support Class (ASC) within Strathallan Primary School, Strathallan Drive, Kirkcaldy from 18 August 2025.

<https://forms.office.com/e/saCkTnM8f2>

Section 1 - Your Details (to be provided by parent/carers or interested parties to enable the local authority to inform any person who makes written representations on the proposal of the publication of the consultation report as required by the Schools (Consultation) (Scotland) Act 2010).

Name	
Address	
Postcode	
Email address	

Section 2 - What is your main interest in responding to this consultation?

(If you are a parent and a member of staff at one of the impacted schools, please choose either parent/carer or member of staff)

I am a <u>parent/carer</u> of a child attending:	✓
Strathallan Primary School	
Valley Primary School ASC provision	
A primary school in the Balwearie HS cluster	
A nursery in the Balwearie HS cluster	

or

I am a <u>pupil</u> attending	✓
Strathallan Primary School	
Valley Primary School ASC provision	

or

I am a <u>member of staff</u> at:	✓
Strathallan Primary School	
Valley Primary School ASC provision	
A primary school in the Balwearie HS cluster	
A nursery in the Balwearie HS cluster	

or **Other Interested party:**

I am an <u>other interested party:</u>	✓
Grandparent	
Member of Community Council	
Resident in the community	
Other Please explain if you are responding on behalf of an organisation or other reason	

Section 3 - Your Views

Question 3.1

Do you support the proposal to establish a new Additional Support Class (ASC) within Strathallan Primary School, Strathallan Drive, Kirkcaldy from 18 August 2025? **(Please choose one ✓)**

YES		NO		DON'T KNOW	
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a. If NO, what are your reasons?

b. Are there any further comments on the proposal you would like to make?

Section 4 - About You

The following questions are **voluntary**. They are to assist Fife Council in fulfilling its obligations under the Equality Act 2010 in relation to the proposal. Your responses to these questions are confidential.

1. What is your age? **Please choose one (✓)**.

18 or under		25-34		45-54		65-74	
19-24		35-44		55-64		75 and over	

2. What is your gender? **Please choose one (✓)**.

Male		Female		Non-Binary		Prefer not to say	
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3. What is your ethnic background? **Please choose one (✓)**.

White Scottish		African	
Other White British		Asian, Asian Scottish, or other Asian British	
Other White background		Caribbean or Black	
Mixed or multiple ethnic background		Other ethnic background	

4. Do you consider yourself as having a disability? **Please choose one (✓)**.

YES		NO	
-----	--	----	--

Thank you for taking part in this consultation. For further information on how we use your data please visit: www.fife.gov.uk/privacy/education

Please complete online at <http://www.fife.gov.uk/StrathallanASCestablishment> or return this form by post to: Proposal to establish New ASC Provision within Strathallan Primary School, Education Directorate, Fife Council, 4th Floor (West), Fife House, North Street, Glenrothes, KY7 5LT **by close of business on Friday 21 February 2025.**